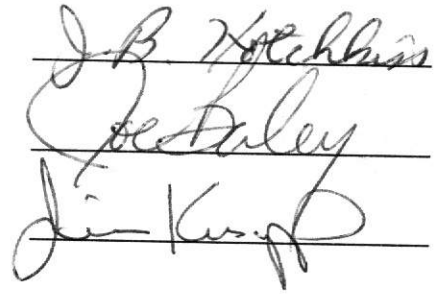


Town of Middleton  
Board of Selectmen Meeting  
April 22, 2019

Approve by  
Board of Selectmen

Three handwritten signatures are shown, each on a horizontal line. The first signature is 'J. Hotchkiss', the second is 'J. Bailey', and the third is 'J. Knapp'.

Called to order at 6:30 P.M

Pledge Recited

Roll Call- present. J. Hotchkiss, J. Bailey, J. Knapp

**Signature Action:**

- J. Knapp motions to accept the BOS minutes from 04/08/2019 as read. J. Bailey seconds. Knapp and Bailey in favor, Hotchkiss abstains.
- J. Knapp motions to approve and motions to seal for 5 years due to the non-pubic being personnel. J. Knapp seconds, all in favor.
- Junkyard permit for Daryl's Auto Repair presented to the board for signature. Junkyard permit approved for Daryl's Auto Repair. J. Coksie questions, what are the regulations within the Town for how many unregistered vehicles can be on the property. J. Hotchkiss mentions if there is more than two unregistered vehicles it should be brought to the attention of the town. T. Coskie mentions that there is more than two on the property on the corner of New Portsmouth Road and Ridge Road. J. Mammone will be notified.
- Audit Representation letter finalizing the years audit signed by J. Hotchkiss as BOS chair.
- Strafford Regional Planning Commission is looking to update the members of the commission from Middleton. Janet Hotchkiss' term is up May 2019. Jon Hotchkiss' term does not expire till 2021. Janet Hotchkiss will continue as a representative if no one else wants the position. J. Knapp motions to accept Janet Hotchkiss as the representative for the upcoming term. J, Bailey seconds, all in favor.
- Friday May 3, 2019 UNH is hosting a Manage Town Forest in Gilmanton from 1:00-4:00 PM. J. Hotchkiss will be attending. Anyone who is interested my pre-register.
- Non-public minutes need to be reviewed annually by a board member. Board approves to
- Moose Mountain is looking to place a sign on the lawn of the Municipal for an upcoming expo. Board approves placing the sign.

**Old Business**

- J. Hotchkiss speaks regarding the Fire Department addition. J. Hotchkiss mentions how at the Town Meeting there was no approval for moving of funds from the fund balance to build the new highway facility. Board reviewed the current situation at the Fire Department of parking 4 vehicles in a 3 vehicle garage. Town has \$65,000 in the Fire Department CRF and is now looking to see if they can utilize those funds and make the Fire Department more accommodating. J. Knapp presented a draft drawing of the new 22 foot Fire Station addition. There is a member of the community Ken Anderson who would like to be the General Contractor at no charge. Question on how far the \$65,000 will go. Nothing has been finalized. Laying the groundwork might be all that can be afforded currently. By the next Town Meeting the Town will know how much additional funds would be needed. Question on the drainage issued mentioned at the last meeting. There would need to be some underground piping for the drainage concerns. This would take place before the paving that is scheduled to take place this year. Possible septic would be a pump up system to the leach field on the front lawn of the OTH. Cheryl Kimball questions that timing of the project, hopefully before the next winter. Cheryl Kimball also mentions that the BOS should review the preservation easement for the OTH through the LCHIP

just to make sure the regulations are being followed. Ground in front of OTH needs to have a perk test before anymore can be decided on the septic. J. Hotchkiss wants to continue to discuss this project at future Board meetings. Board hopes to get Dig Safe out to do the test and then be able to get some final information to put out some bids. Building would have a 12X12 foot door. Mary Knapp asked if the Fire Department is panning on doing a clean-up outside? Bill Lawrence mentions he plans on doing a clean-up on some weekend. Andrea Bowden asked if the Highway Facility is no longer going to be moved. J. Hotchkiss mentions the Highway Facility is off the table. Andrea Bowden asked if the Town has made future plans, the Town has spoken and does not want the expense. J. Bailey asked for an update on the new ambulance. New piece needed for the stretcher should be coming around the 27<sup>th</sup> and will need to be installed from the company in Massachusetts, which will be done in Middleton, and then the ambulance will need to be inspected by the State in Concord.

- J. Coskie mentions that the cell tower company is just waiting for the weight limiting to be lifted on the road before they can start construction.
- Purchasing Policy discussion- J. Bailey speaks about the current policy that allows department heads to spend up to \$500, anything over that amount needs prior approval.

### **New Business**

- Cheryl Kimball questions about the painting of the OTH. J. Hotchkiss is working on the specifications to put out for bid. Once painting is underway she would like to be notified so she can schedule the re- dedication of the OTH. Discussion on some boards that will also need to be replaced. J. Hotchkiss would like to get names of any local painters that can be notified of the bid process. Cheryl Kimball mentions the Heritage Commission and wants the town to keep the commission and may need to appoint new members. Cheryl Kimball also speaks about training on advocacy for age friendly community. Cheryl Kimball presents a healthy aging report for Middleton that the town can utilize to make the town more elderly friendly.
- Fire Laptop program request- Town laptops should only be used for town business.
- Bill Lawrence is looking to offer members that are deputy wardens and additional \$.50 per hour. J. Hotchkiss speaks about a few years ago the board tried to balancing the pay for employees and that did not work out well. J. Hotchkiss feels giving additional raises are not approved by the townspeople. J. Bailey feels that since raises are merit based then the members who do additional training would get an the top of the merit approved percentage. J. Bailey asked how many deputy wardens the department has. Bill Lawrence mentions approximately 5. J. Hotchkiss believes this should have budgeted during budget season.
- Bill Lawrence mentions updating the Standard Operating Guidelines and want to know if the Board wants to be aware of the changes before, the board does wants to know.
- Bill Lawrence would like a non-public after the meeting.
- J. Knapp speaks about who currently services the generator. Currently there are two different companies who services the two different generators and the Town can save by using one company.

### **Public Participation**

*J. Bailey motions to enter into non-public per RSA 91:a- personnel at 7:49 PM. J. Knapp seconds, all in favor.*

*J. Bailey motions to go back into public session at 8:05 PM. J. Knapp seconds, all in favor.*

*J, Bailey motions to seal the minute for one year. J. Knapp seconds, all in favor.*